

Town of Clarence Building Department

Residential Inspections Required

All inspections require 24 hours advanced notification.

Before commencing any excavation on property or right-of-way, call U.F.P.O. at 1-800-962-7962

Work in Public Highways, including work done in the area between the edge of pavement or curb and the lot line, such as ditch tile, curb cut, sanitary sewer, storm sewer installations, etc., require separate permits prior to construction from appropriate highway department.

Town of Clarence	- Building Department	741-8950 (Fax 741-8517)
Town of Clarence	- Highway Department	741-3210
Erie County	- Highway Department	759-8328
Erie County	- Sewer Authority	684-1234
Erie County	- Health Department	961-6800
Erie County	- Water Authority	849-8481
New York State	- Highway Department	632-3386 / 683-3476
Empire Inspections	- Electrical Inspections	585/798-1849

Builder's name, phone number, and property house number must be displayed on all construction projects.

A reasonable means of egress must be provided to each structure and each floor (ladders or stairs from floor to floor).

The following inspections are mandatory on all construction within the Town of Clarence.

- 1. Driveway** – Prior to permit being issued- Highway Department Driveway approval, subdivisions included, is needed. Stone base and culvert pipe, if needed, must be in place **before** starting any site work. If culvert pipe is needed, set-up an appointment with the appropriate Highway Department for installation of the pipe. The pipe will be purchased by applicant, and installed by the Highway Department issuing approval, **only. Contractor/Owner is responsible in keeping streets free from mud, stones and construction debris.**
- 2. Grades-Setback-Sideline Restrictions** - Building inspector must be present prior to excavation to verify compliance with approved plans.
- 3. Footings, Foundations, Piers, Water Proofing** - Upon completion of building foundation, if approved, a sticker will be affixed to the foundation wall indicating date of inspection and any special conditions (Filter cloth protection of drain tile).
- 4. Spotted Survey** - After foundation is complete, a new survey stamped and signed by a licensed surveyor must be approved and filed with the Building Department **prior** to any further construction.
- 5. Rough Plumbing, Rough Electrical & Rough Framing** - Before insulating and after all electrical, telephone, heating, rough plumbing, and fire caulking work is complete and inspected (including metal gas vent), a sticker will be placed on the front window indicating any corrections. Electrical inspection is required to be conducted by *Empire Inspections*. **Corrections must be re-inspected prior to insulation. A fee of \$100.00 will be charged for re-inspections for work not completed upon scheduled inspection date.**
- 6. Solid Fuel Burning Appliances** - Concealed chimney stacks, vents, firestopping, chimneys, fireplaces and woodstoves. During rough inspection.
- 7. Insulation** - After installation of all required building envelope insulation and before installation of any wall covering material.
- 8. Foundation Drain Tile** - Drintile, vapor barrier & crock (filter cloth, if required) beam supports for plumbness before pouring floor. Inspector will affix sticker indicating date of inspection. Access to basement must be provided.

No building, or part of a building, covered under this building permit will be used (furniture storage) or occupied until after the final inspection by the inspector is complete, and a certificate of occupancy is issued and in the possession of the builder/owner.

9. Final Inspection Requirements

- A. Final electrical inspection by *Empire Inspections*. Compliance sticker will be placed on electrical panel.
- B. Erie County Health Department compliance of septic system in writing, or sewer compliance from ECSA.
- C. Final inspection conducted by Town Building Inspector. Building must be as complete as possible (weather permitting).
- D. Final plumbing inspection.

All items on the final inspection checklist must be complete The building inspector has the right to put a hold on the Certificate of Occupancy if he feels the structure is not habitable or fire and safety items are not complete. Certificate of Occupancy must be picked up in the Building Department Office a minimum of 24 hours after the structure has passed final inspection.

Failure to comply with the items listed above will result in a Stop Work Order issued by Town of Clarence officials and possible legal action.

